

Preliminary Requirements Development

DAG Executive Summary of Phase III

The Georgia Archives is concluding the third phase of a planning process to develop a sustainable, economical system for preserving digital records. The system is being developed to be rules-based, policy driven, and highly responsive to the needs of all classes of users. It will enable content ingest, verification, tracking and certification of authenticity, preservation of content, and access to content. Phase three produced a series of Requirements Documents for the design of the system. The requirements will be refined in early January to provide a clear picture of the functionality within Release 1.0 of the system.

Phase 3: Preliminary Requirements

A requirement is a structured collection of information that embodies the needs and capabilities of a complex system. Requirements serve to communicate what the system will do, and what needs to be created for the system. Requirements consist of:

- Capabilities: features and functions of the system
- Conditions: measurable qualitative or quantitative attributes and characteristics that are stipulated for a capability
- Constraints: requirements imposed on the solution by circumstance, force or compulsion

A requirements document (RD) is a compilation of the requirements into a standardized format. The Georgia Archives has chosen IEEE 1233 as the guideline for our RD. The RD for the DAG has been broken out into 'chapter' relating to the major functions of the system – ingest, preservation, access, and overall system requirements. The overall system requirements take into account the enterprise level technology standards of the state of Georgia impacting security, authentication, and administration among other topics.

The preliminary requirements developed under phase 3 will represent the core capabilities of the Digital Archives of Georgia system. These requirements will in turn serve as the benchmark for system development activities for the duration of the DAG program. However, it is important to note that requirements will be updated as necessary to reflect needs and technology trends.

The requirements will be refined in early January to fully reflect the scope and functionality of Release 1.0 of DAG.